



## Park Lane Advisory Group – Meeting #3

## Summary

Date: August 18, 2014  
Time: 2:00 p.m. – 4:00 p.m.  
Location: Kirkland City Hall, Peter Kirk Room

### In attendance:

#### Project staff

- Frank Reinart  
City of Kirkland
- Christian Knight  
City of Kirkland
- Kurt Ahrensfield  
Pertee
- Eric Schmidt  
Cascade Design Collaborative
- Dennis Sandstrom  
EnviroIssues
- Sophie Cottle  
EnviroIssues

#### Advisory group Members

- Fabrizio Loi  
Ristorante Paradiso
- Dean Tibbott  
Moss Bay Resident
- John Cannon  
Park Lane Gallery
- Pat Howard  
Howard Manville Gallery
- Pache Gray  
Dev 9
- Gisela Manning  
Ragamoffyn
- Tina Oiness  
Ivy
- Susanne Park  
Sweet Cakes
- Hilary Ricci  
Sweet Cakes

### Committee members not in attendance:

- Cindy Kaiser  
Haley's Cottage
- Marc Chatalas  
Cactus
- Aimee Voelz  
Moss Bay Resident
- Nicole Parkhill  
7 Dragons & Vibrant Living Massage
- Ross Beckley  
Property Owner
- Morgan Freeman  
Simplicity Salon
- Suraphong "A" Liengboonlertchai  
Simplicity Décor & Simplicity ABC
- Glenn Peterson  
Moss Bay Resident
- Steve Sandberg  
Zeeks Pizza

### Materials:

- Agenda

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### Welcome and Introductions

Frank Reinart welcomed the Park Lane Advisory Group and thanked them for participating. Frank then asked the group members and project staff to introduce themselves.

### Design Update

Frank explained to the group that the 90% design is nearing completion and that he will be providing an update on the project to Kirkland City Council on Tuesday, September 2, 2014. The project also went through City Review at the 60% design phase. He noted that the presentation to the Council is a public meeting and all are welcome to attend. The Council will be shown the most current project layout and be asked to authorize the advertisement of the project. In September the project will be pre-advertised so that interested contractors are aware of the potential for work during a typically slow construction season. The formal advertisement for bids will occur for three weeks in October and be posted in the Seattle Times, the Journal of Commerce, and other newspapers. City Council is currently expected to award the contract and authorize the project to move forward at the mid-November or early-December Council meeting.

Dean Tibbott asked Frank to explain the reason for the project to go to the Council twice in such a short amount of time. Frank explained that at the Tuesday, September 2 meeting he will be presenting the final design to the council. Because the Park Lane project is so complex, the Council will need to approve the project before it is advertised. After a contractor has been selected, the Council will then be consulted in November or December to award the contract, and with this approval the project can enter into construction.

Dean asked if the project team anticipates the full support of the City Council. Frank explained that there have been indications from the City Manager that there is support for the project. He also noted that the estimated project costs have increased from what was originally anticipated and that the increase in cost will need to be explained to the Council, but there is no indication at this point that they will not support the project.

Pat Howard asked Frank how much the anticipated project cost had increased. Frank responded that the project is currently about 25% more than originally estimated. He then explained that as designs for the project have been planned out in more detail, estimated cost of the project have been adjusted. Originally the project was going to address only some surface water issues, but as it progressed more environmental features were introduced contributing to the increase in cost.

Tina Oiness expressed concern that one month does not seem like enough time for a contractor if they are selected on December 1 and then expected to begin work in early January. Frank explained that the City will open bids in early November, at which point the apparent winning bidder would be known. Between this time and the final approval from the Council, the contractor can begin the planning process. When Council awards the project, most of the planning has already been completed. Thus, he emphasized that the timeline should not be problematic for the contractor.

Tina expressed frustration at having heard that the project was originally planned to occur over two months and now has been told the project could extended to four months. She also recalled having heard about the possibility of penalizing the contractor for going over schedule or incentivizing the contractor to finish early. Frank explained that the project timeline had originally been estimated based on summer construction; because winter construction can often be more challenging due to weather it can take longer than summer construction. Frank noted that Washington state law has provisions for penalizing a contractor that does not complete a project on time, and those provisions will not be treated lightly with this project. He also explained that a robust inspection system will be put in place to keep the contractor accountable, provided by both City and consultant inspectors.

Frank then introduced Dennis Sandstrom to begin the discussion of the construction outreach plan

#### Construction Outreach Plan Discussion

Dennis outlined the goals of this communications exercise and discussion. He explained that the project team wants to get input from the advisory group that will then be used to develop a communications plan. The guided discussion will provide an opportunity for the group to identify clear goals for communication during construction.

The group was asked to spend a few minutes individually writing down what comes to mind when they hear the word construction. After the group had a chance to write down their thoughts, several common themes emerged as each member explained what they pictured.

- Messy
- Intrusive & disruptive
- Inconvenient
- Noisy
- Traffic
- Dirt & dust
- Stress in daytime activities
- Power and water disruption
- Limited business access
- Heavy equipment

- Delays in schedule
- Looks beautiful
- Progress & opportunities for future improvement
- Fencing
- Loss of money
- Safe walkways
- Property damage

After the group discussion, Dennis emphasized the importance of hearing everyone's input and seeing that everyone is largely on the same page about concerns during construction.

Next, Dennis had the group participate in a visioning exercise as a way to start a discussion on goals for the communication plan. He asked them to envision themselves a year into the future, after the completion of the project, and to imagine being satisfied not only with the final product, but also with the communication process during the project that made it a success.

After a few minutes of individual brainstorming, Dennis asked group members to share what they wrote down. Several common themes emerged.

- Strong communication – frequently informed and updated about the project, e.g. provide look ahead for following week
- Trust – trust in the contractor and the project team; knew that they shared factual information
- Excellent contractor – a company with experience and who communicated well
- Dependable schedule – the project team helped the contractor stay on schedule
- Access – customers, employees and others knew they could access their business and knew they were open throughout construction
- Parking – customers knew where to find parking, including alternative parking lots nearby (including 4 hour parking at the library)
- Well informed community – community of Kirkland knew construction was coming, but that businesses remained open; notices sent via social media marketing, signs on Park Lane, etc.; businesses supported education of the community

After the visioning exercise, Dennis asked the group how they preferred to receive project updates. Members agreed that email was a good method of communication. Several members said that having an updated website or stories in the local newspaper to keep the community updated on the project would also help.

Susanne Park suggested that since pedestrians will not be able to see over the construction fences, a directory with information about which businesses are on each side of Park Lane would be helpful. Several other group members agreed with Susanne's idea.

Dennis thanked the group members for their feedback and reiterated that the project team will use the feedback to develop a construction communications plan which they will present to the advisory group at the next meeting.

#### Construction Sequencing Options

Frank led the group through the proposed construction sequencing plan that was presented at the previous advisory group meeting.

- Phase 1 – Demolition: The demolition phase will likely be noisy and messy, but should be done quickly. The contractor will demolish the existing surface and remove most features, including trees.

- Phase 2 - Installation of temporary walkway: The temporary walkway will comply with ADA guidelines (4 to 6 feet in width), and will be built immediately following the demolition of the existing surface to limit the impact and maintain access to businesses.
- Phase 3 – Street & underground work: This main portion of construction work will involve finishing the developments in the travel lanes (between the sidewalks) and includes underground work. During this phase, water services from the new water main line will be connected to businesses. This connection will be made at night to minimize impacts of necessary service interruptions.
- Phase 4 – Final roadway and sidewalk surfacing and landscaping: This work will have to be coordinated so that there is a minimized break in access along Park Lane, and will include removal of the temporary surface, final grading, and placement of pavers.

Kurt also noted that PSE will be conducting power relocations along the corridor prior to construction.

Tina asked Frank if the contractor will work around busy hours like they do for road work. Frank explained that it is difficult to do so because different businesses have different busy hours. Night work is not a viable option since potential day work disruptions to businesses would be traded for disruptions to residents at night such as noise and glare.

Tina asked if the city would consider making parking in the area free. Frank explained that there is merit to the idea, but that it is still being considered by the City. He noted that making the parking lots free would require cooperation from the businesses so that employees do not begin to park in free spaces meant for customers. Tina then asked where the contractor will park during construction. Frank stated that the construction contract will prohibit the contractor from parking in the central business district intended for customers of Park Lane.

Tina noted that some business owners do not want to participate in the advisory group because they think that the project will proceed anyway and their voices will not be heard. She expressed frustration that the community hasn't been involved much and that the last instance of community involvement she can recall is the April drop-in session on Park Lane. Eric Schmidt emphasized that the question is not whether the project will happen, but rather how it will happen. The advisory group is an opportunity for stakeholders to provide feedback and help the project team ensure a smooth and successful project.

#### Next Steps and Closing

Frank thanked the advisory group members again for their time and feedback and reminded the group that he and Christian are always available to address any questions or concerns. He invited members to stay and ask questions, and then adjourned the meeting.